



**APPLICATION FOR ENROLMENT
EUROPEAN SCHOOLS LUXEMBOURG
CATEGORY III**

2020/2021

Enrolment Period: from April 20th to May 15th 2020

Beginning of the school year: Thursday, September 3rd 2020

The members of the Directorates of the European Schools Luxembourg are at your service should you require any additional information.

SCHOOL	DIRECTORATE	LANGUAGE SECTIONS / SWALS*	CONTACTS FOR ENROLMENTS RECEPTION 13.30 P.M – 16.30 PM												
<p>LUXEMBOURG I</p> <p>23, boulevard Konrad Adenauer L-1115 Luxembourg</p> <p>www.euroschool.lu</p>	<p>Deputy Director Nursery and Primary Cycles Ms. Sandra RIBIC</p> <p>Deputy Director Secondary Cycle Mr. Marco ALBERICI</p>	<p>English-speaking, Spanish, French-speaking, German-speaking, Finnish, Dutch-speaking, Polish, Portuguese and Swedish and Lithuanian (M1/M2 + P1 + P2).</p> <p>Maltese students are compulsorily enrolled in the English-speaking section at Luxembourg II.</p> <p>SWALS* = Bulgarian, Estonian, Latvian, Lithuanian (P3 – S7) .</p>	<p>Nursery/Primary</p> <table border="1" data-bbox="1325 412 2030 558"> <tr> <td>Mrs. Maria STATHAKI</td> <td>Mrs. Vera MIRIZZI</td> </tr> <tr> <td>Tel. : +352 43 20 82 270</td> <td>Tel. : +352 43 20 82 270</td> </tr> <tr> <td colspan="2" style="text-align: center;">list-lux-enrolment-nursery-and-primary-cycle@eursc.eu</td> </tr> </table> <p>Secondary</p> <table border="1" data-bbox="1325 643 2030 789"> <tr> <td>Mrs Marina DARROSA</td> <td>Mrs Alicia IGLESIAS</td> </tr> <tr> <td>Tel : +352 43 20 82 222</td> <td>Tel. : +352 43 20 82 222</td> </tr> <tr> <td colspan="2" style="text-align: center;">list-lux-enrolment-secondary-cycle@eursc.eu</td> </tr> </table>	Mrs. Maria STATHAKI	Mrs. Vera MIRIZZI	Tel. : +352 43 20 82 270	Tel. : +352 43 20 82 270	list-lux-enrolment-nursery-and-primary-cycle@eursc.eu		Mrs Marina DARROSA	Mrs Alicia IGLESIAS	Tel : +352 43 20 82 222	Tel. : +352 43 20 82 222	list-lux-enrolment-secondary-cycle@eursc.eu	
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<p>LUXEMBOURG II</p> <p>6, rue Gaston Thorn L-8268 Bertrange</p> <p>www.eel2.eu</p>	<p>Deputy Director Nursery and Primary Cycles Mr. Philippe RICHARD</p> <p>Deputy Director Secondary Cycle Mrs. Leene SOEKOV</p>	<p>English-speaking, Danish, French-speaking, Greek, German-speaking, Hungarian, Italian, Czech.</p> <p>Croat students are compulsorily enrolled in the German-speaking, English-speaking or French-speaking section at Luxembourg II.</p> <p>SWALS* =</p> <ul style="list-style-type: none"> • Hungarian, Czech (secondary cycle only), • Croatian, Romanian, Slovak, Slovenian, (nursery, primary and secondary) 	<p>Nursery/Primary</p> <table border="1" data-bbox="1325 924 2030 1097"> <tr> <td>Mrs. Yolande MICHAUD</td> <td>Mrs. Mélanie KISTIAENS</td> </tr> <tr> <td>Tel. : +352 27 32 24 3002</td> <td>Tel. : +352 27 32 24 3239</td> </tr> <tr> <td colspan="2" style="text-align: center;">LIST-MAM-ENROLMENT-NURSERY-AND-PRIMARY-CYCLE@eursc.eu</td> </tr> </table> <p>Secondary</p> <table border="1" data-bbox="1325 1190 2030 1331"> <tr> <td>Mrs. Blandine THISSERANT</td> <td>Mrs. Carine SOMMEN</td> </tr> <tr> <td>Tel. : +352 27 32 24 4002</td> <td>Tel. : +352 27 32 24 4001</td> </tr> <tr> <td colspan="2" style="text-align: center;">LIST-MAM-ENROLMENT-SECONDARY-CYCLE@eursc.eu</td> </tr> </table>	Mrs. Yolande MICHAUD	Mrs. Mélanie KISTIAENS	Tel. : +352 27 32 24 3002	Tel. : +352 27 32 24 3239	LIST-MAM-ENROLMENT-NURSERY-AND-PRIMARY-CYCLE@eursc.eu		Mrs. Blandine THISSERANT	Mrs. Carine SOMMEN	Tel. : +352 27 32 24 4002	Tel. : +352 27 32 24 4001	LIST-MAM-ENROLMENT-SECONDARY-CYCLE@eursc.eu	
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*SWALS = Students Without A Language Section (please contact the pedagogical secretariat for further details)

INSTRUCTIONS

ONLY ONE ENROLMENT APPLICATION PER CHILD MAY BE SUBMITTED DURING THE ENROLMENT PERIOD FOR 2020/2021

It is strongly recommended that the Policy on Enrolment in the European Schools Luxembourg for the 2020/2021 school year (referred to hereafter as the Policy), which can be consulted on the European Schools' Luxembourg website (Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu) be read **BEFORE completing this enrolment form**. In the event of discrepancy between the text of the Policy and the information contained in this form, the Enrolment Policy will take precedence.

Please complete this enrolment form with the greatest care. The mandatory information required on the form, which are printed in bold and italics, must be completed by the applicant. Should that not be the case, the school may either consider that the enrolment application is not complete and suspend its handling until the necessary information has been provided, or interpret the applicant's failure to provide the required information in the sense most favourable to application of the general enrolment rules.

The application will only be taken into consideration **WHEN ALL THE DOCUMENTS REQUIRED HAVE BEEN SUPPLIED**.

DOCUMENTS TO BE SUPPLIED WITH THE ENROLMENT OR TRANSFER APPLICATION:

Documents to be provided	
	<ul style="list-style-type: none"> ▪ Two passport-size photos (1 for the application, 1 for the medical file)
	<ul style="list-style-type: none"> ▪ A birth certificate issued by the local authority where the child was born or a certified copy thereof.
	<ul style="list-style-type: none"> ▪ A copy of the identity card/passport related to each listed nationality.
	<ul style="list-style-type: none"> ▪ School reports for the 2018/2019 school year and the interim report for 2019/2020 If the school does not issue an interim report, an attendance certificate should be produced.
	<ul style="list-style-type: none"> ▪ At the end of the current school year, the school report for 2019/2020 indicating whether or not the child has been promoted to the year above. These documents are not necessary for admission to the nursery or primary year 1.
	<ul style="list-style-type: none"> ▪ If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German and contact the school management for further information.
	<ul style="list-style-type: none"> ▪ In cases of separation/divorce, the supporting document which establishes that the person applying for enrolment has official parental authority over the child and if he/she is acting alone, that he/she has sole parental authority over the child, or that he/she is acting with the other legal representative's permission. Where appropriate, the judicial decision allowing the applicant to apply for the child's enrolment alone.
	<ul style="list-style-type: none"> ▪ Upon exercise of parental authority by a legal guardian a certified copy of the court decision awarding him/her custody has to be provided.
	<ul style="list-style-type: none"> ▪ Certificate of residency ("certificat de résidence élargi") for Luxembourg residents or other official document attesting the family status and residence for Luxembourg non-residents.
	<ul style="list-style-type: none"> ▪ Copy of the 500€ bank transfer, first part of the school fees deposit. Except staff of the European School. ☞ The originator of the bank transfer and the bank identity statement must be in the name of the same person.
	<ul style="list-style-type: none"> ▪ Recent bank account identification (with IBAN code). Except staff of the European School. ☞ The originator of the bank transfer and the bank identity statement must be in the name of the same person.
Attachments to be filled in and to be provided	
	<ul style="list-style-type: none"> ▪ Appendix 1: employment attestation (form to be found in the enrolment file).
	<ul style="list-style-type: none"> ▪ The document "confirmation – payment of school fees and other school costs", signed and dated in acknowledgement of the fact that this requirement has been duly noted. (form to be found in the enrolment file)
	<ul style="list-style-type: none"> ▪ The medical service form, as well as a copy of the vaccination card.

Applications for admission concerning the language sections/mother tongues BG, ES, ET, FI, LT, LV, NL, PL, PT, SV should be addressed to the European School of Luxembourg 1.

Applications for admission concerning the language sections/mother tongues CS, DA, EL, HR, HU, IT, MT, RO, SK, SL should be addressed to the European School of Luxembourg 2.

Enrolment applications for language section DE, EN, FR may be sent to any of the European Schools in Luxembourg, according to the preference of the pupil's legal representatives. In this case, the Schools will distribute the applications in accordance with the admission rules set out above. The analysis of enrolment files will be carried out jointly by the management of the two Schools. The fact of submitting an application for enrolment in a particular school does not in any way presage the acceptance of that application by the European School in question.

► Except staff of the European School, applications for enrolment of Category III pupils will only be considered if a payment of € 500, application fee, is made to the bank account of the school concerned before the application is processed:

European School Luxembourg I – KIRCHBERG -> EELUX I

Account name: European School Luxembourg I Bank: BCEE
Iban: LU 82 0019 2055 6425 4000 Bic: BCEELULL

OR

European School Luxembourg II – BERTRANGE/MAMER -> EELUX II

Account name: European School Luxembourg II Bank: BCEE
Iban: LU55 0019 1855 3982 3000 Bic: BCEELULL

Please add the communication of : "2020/2021 registration" and the full name of your child, the school, class and language section requested.

Example: "Karen Smith-EELUXI-S5-EN" for a fifth grader of the English section.

If your child is accepted and attends our school, this amount will be deducted from the final bill of school fees to be issued in November.

If your child is not accepted for reasons relating to the regulation of the European Schools (eg no space available) the application fee will be refunded by bank transfer in October.

The amount is specifically deemed non refundable in case of cancellation by you for any reason whatsoever.

A copy of this transfer must imperatively be attached to the file as well as the bank identity statement in the name of the originator of the bank transfer.

This amount is not refundable, exceptions are made for those cases based on the regulations of the European Schools (for example: No space available). The registration application will be denied in case of non-payment of the deposit.

The application form with annexes must be sent first by e-mail (if possible in PDF format, named as follows "NAME_FIRST NAME_LANGUAGE_SECTION_CLASS") to the pedagogical secretariat of the cycle concerned during registration period from 20.04.2020 to 15.05.2020 and sent by postal mail to the School concerned.

SCHOOL	CONTACTS FOR ENROLMENTS	WEBSITE												
<p>LUXEMBOURG I</p> <p>23, boulevard Konrad Adenauer L-1115 Luxembourg</p>	<p>Nursery/Primary</p> <table border="1" data-bbox="373 322 1182 472"> <tr> <td>Mrs. Maria STATHAKI</td> <td>Mrs. Vera MIRIZZI</td> </tr> <tr> <td>Tel. : +352 43 20 82 270</td> <td>Tel. : +352 43 20 82 270</td> </tr> <tr> <td colspan="2" style="text-align: center;">list-lux-enrolment-nursery-and-primary-cycle@eursc.eu</td> </tr> </table> <p>Secondary</p> <table border="1" data-bbox="373 553 1182 703"> <tr> <td>Mrs Marina DARROSA</td> <td>Mrs Alicia IGLESIAS</td> </tr> <tr> <td>Tel : +352 43 20 82 222</td> <td>Tel. : +352 43 20 82 222</td> </tr> <tr> <td colspan="2" style="text-align: center;">list-lux-enrolment-secondary-cycle@eursc.eu</td> </tr> </table>	Mrs. Maria STATHAKI	Mrs. Vera MIRIZZI	Tel. : +352 43 20 82 270	Tel. : +352 43 20 82 270	list-lux-enrolment-nursery-and-primary-cycle@eursc.eu		Mrs Marina DARROSA	Mrs Alicia IGLESIAS	Tel : +352 43 20 82 222	Tel. : +352 43 20 82 222	list-lux-enrolment-secondary-cycle@eursc.eu		<p>www.euroschool.lu</p>
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For all information on the enrolments procedure, please refer to the Policy on enrolment in the European Schools Luxembourg which can be consulted on the European Schools' website. (Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu).

**► WE DRAW YOUR ATTENTION TO THE FACT THAT
FOR CATEGORY 3 PUPILS**

Category III Students Without a Language Section (SWALS) are granted access to their corresponding L1 courses, in so far as the course already exists through the enrolment of category 1 and category 2 pupils.

AND THERE WILL BE NO:

- **Canteen on short days (for primary and nursery)**
- **care facilities after lessons when short days and long days (for nursery, primary and secondary).**

**APPLICATION FOR ENROLMENT – Category III
SCHOOL YEAR 2020/2021**

Photo

PUPIL SURNAME

First Name

We would like to ask you to take the greatest care in completing this application. It will only be considered **when all the documents required have been supplied and the file is complete.**

- Applications concerning a language section which exists in ONLY ONE SCHOOL will be accepted in one of the two European Schools Luxembourg according to the distribution of the language sections appearing on page 2.
- For all other applications for enrolment in the French-speaking , English-speaking or German-speaking section in one of the European Schools Luxembourg you are requested to indicate your choice of school in order of preference from 1 to 2 taking into account the distribution of the language sections appearing on page 2:

Luxembourg I – Kirchberg

Luxembourg II – Bertrange/Mamer

For the purposes of all notifications of the European Schools Luxembourg in connection with the enrolment, the applicant is required to give an **email address** and a **postal address, which will be valid throughout the enrolment period**, and undertakes to inform the school of any change of address.

For any school communication please write legibly your:

Email address:

Postal address:

The European Schools (responsible for processing) hereby undertake to respect your privacy when processing your personal data and those of your child(ren), in accordance with the provisions of the applicable national law implementing Directive (UE) 2016/679 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data and on the free movement of such data. Your personal data will be processed solely for the purposes of administration and of monitoring of your child(ren). They will be retained in so far as is necessary and at least throughout your child's/children's education in the European School. They will be processed strictly confidentially and will not be communicated to third parties, with the exception of any communications made necessary for technical reasons associated with the European Schools' operation. The European Schools enter into contracts with such third parties so that they can provide them with services associated with their management. Such third parties are required to respect the confidentiality of the data entrusted to them and to use such data solely for the purposes of fulfilling their commitments to the European Schools. In accordance with the legislation in force, you have a right of access to personal information and data concerning you or concerning your child(ren) and a right of rectification. On request, you therefore have the opportunity to ascertain which data are being processed and to correct any inaccuracies. Requests to consult or rectify data should be addressed to the Directorate of the School attended by your child(ren). In case of change of employer, administrative status or the maturity date of your contract, it is essential that you forward a new certificate from the Human Resources Department of your institution to this form. This will enable us to place you in the appropriate financial category. In case of change of family status (separation, divorce), please add the supporting document that states who has parental authority regarding the child. This form, which will be compulsorily added to your child's file, must be returned duly signed and dated to the school by the legal representative(s) of the child as soon as possible. The undersigned agrees on the veracity of the information given in this document and will communicate any changes. Thank you in advance for your cooperation.

Signature Parent 1/Guardian 1
SURNAME and Firstname

Signature Parent 2/Guardian 2
SURNAME and Firstname

.....

.....

For official use only : Date of reception of the application for enrolment:

Level :.....**Language section :**.....**Year :**.....

Employer's code :.....

Head's decision :.....

For educational purposes the school may use children's photographs (for the school newsletter, the website, in various school publications and, possibly for television reports). We do not intend to publish individual photographs, but only group photos or pictures of children participating in an activity. No specific instructions from you implies a tacit agreement. However, permission may be withdrawn at any time upon written notification.

The applicant vouches for the truthfulness of the information given and undertakes to notify the Director's secretariat of any changes which may occur in respect of this information.

We, the undersigned, hereby declare that we have read the 'Rules on admission to and operation for the European Schools of Luxembourg' for the 2020/2021 school year which can be consulted on the European Schools' website (Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu under 'Enrolments', Office of the General Secretary www.eurasc.eu) and we undertake to respect them.

We are obliged to keep a record of the address where the child is resident during his education period at the European School and to be informed as soon as possible, by providing us with written proof, of any changes to this information and of the family status.

We are also obliged to keep a certificate of residency ("certificat de résidence élargi") for Luxembourg residents or other official document attesting the family status and residence for Luxembourg non-residents.

I understand that any untruthful statement, intentional omission of information or false declaration will cause all related procedures to be declared null and void.

Signature preceded by handwritten "we agree"

Parent 1/Guardian 1

SURNAME and Firstname

.....

Date

Signature preceded by handwritten "we agree"

Parent 2/Guardian 2

SURNAME and Firstname

.....

Date

I have read and agree/accept all the terms and conditions of the rules on admission and operation of the European Schools in Luxembourg. http://www.euroschool.lu/site/wp-content/uploads/2020/03/FINAL-2020-2021_Regles-dadmission-et-de-fonctionnement_EE-Lux_EN_2020-03-12.pdf

Parent 1/Guardian 1

SURNAME and Firstname

.....

Date

Parent 2/Guardian 2

SURNAME and Firstname

.....

Date

= Put a cross in the box corresponding to the answer chosen.

For enrolment in **6th or 7th year**, parents are requested to contact the School's Administration without delay in order to choose the most suitable options (a document on the subject is available for their benefit).

The Regulations for the European Baccalaureate require all candidates to have followed the whole of the last two years of the secondary section in a European School. Any pupil coming from another school system will have to follow classes in 6th year secondary in the European School from the very first day of the new school year in September.

INFORMATION SHEET

I. INFORMATION CONCERNING THE PUPIL (in capital letters)

Surname :

First name(s) :Sex : M / F

Date of birth :/...../.....

Place (as on birth certificate) : Country :

Nationality 1 : Nat. 2 :

Language(s) spoken by the child: With the mother: With the father:.....

Pupil's dominant language :

Level and year requested :

Nursery	YEAR	1	2							
Primary	YEAR	1	2	3	4	5				
Secondary	YEAR	1	2	3	4	5	6	7		

Language section requested :

Was the student ever enrolled in one of the European Schools ? No
 Yes which one:

Pupil's address :

Street : N° Box

Postcode :Town/City :Country :

Tel :E-mail address

II. INFORMATION ABOUT THE FAMILY

Number of children in the family :

Number of children at the European School :

Information about children already attending the European School :

<u>Surname and first name</u>	<u>Language section</u>	<u>Level</u>	<u>Year</u>
.....
.....
.....

III. INFORMATION ABOUT THE PARENTS (in capital letters)

Surname :
First name :
Relationship to the child :
Nationality : :Language 1)..... 2).....
Occupation : :
Organisation/Employer :
Type of work contract : permanent position fixed-term contract
beginning..... end.....
Tel. office :
E-mail address for any school communication:
Backup e-mail:
Address :
Street :N°.....Box.....
PostcodeTown/CityCountry
Tel homeMobile.....
Fax :.....

Surname :
First name :
Relationship to the child :
Nationality : :Language 1)..... 2).....
Organisation/Employer :
Type of work contract : permanent position fixed-term contract
beginning..... end.....
Tel. office :
E-mail address for any school communication:
Backup e-mail:
Address :
Street :N°.....Box.....
PostcodeTown/CityCountry
Tel homeMobile.....
Fax :.....

IN CASE OF SEPARATION/DIVORCE

please give the name of the parent who has custody (document to be supplied):

.....

GUARDIAN - only when the child does not live with his parents - (in capital letters)

Surname :

First name :

Relationship to the child :

Nationality :Language 1)..... 2).....

Organisation/Employer :

Type of work contract : permanent position fixed-term contract
beginning..... end.....

Tel. office :

E-mail address for any school communication:

Backup e-mail:

Custody of the child : Yes/ No **(custody document to be supplied)**

Address :

Street :N°.....Box.....

PostcodeTown/CityCountry

Tel homeMobile.....

Fax :

GENERAL REGULATIONS FOR LANGUAGE TEACHING IN THE EUROPEAN SCHOOLS

(See General Rules for European Schools article 47.e. Please note that at the time of inscription only the version available at www.eursec.eu is considered as valid)

Choice of language section in the nursery, primary and secondary

Regulations for language teaching

- a) In the European Schools all pupils have to study at least three compulsory languages. It is possible also to choose a fourth language as an option in secondary year 4 and a fifth language as a complementary course in secondary year 6.

No language may be studied at more than one level simultaneously and different languages may not be studied at the same level simultaneously. Level means LI, LII, LIII, LIV and LV.

- b) In the nursery school the regulations are as follows:

LI is taught from the age of four years and is the language of the section in which the pupils is enrolled. For categories I and II pupils in a school with no section corresponding to their mother tongue, special SWALS rules are applicable. Special arrangements are in place for the teaching of Irish, Maltese, Finnish and Swedish as the Other National Language (ONL).

- c) For the primary school and in secondary years 1-5 the regulations are as follows:

LI is taught from primary year 1 and is the language of the section in which the pupils is enrolled. For categories I and II pupils in a school with no section corresponding to their mother tongue, special regulations are applicable.

LII is taught from primary year 1: it may only be DE or EN or FR and must be different from LI. In secondary years 3-5 a pupil's LII (DE, EN or FR) is his/her vehicular language for human sciences, history, geography, economics and religion or non-confessional ethics.

LIII is taught from secondary year 1; it may be any official language of the EU countries not being studied as LI or LII. LIII in year 1 is a beginners' course.

LIV is taught as an option from secondary year 4; it may be any official language of the EU countries not being studied as LI, LII or LIII. LIV in year 4 is a beginners' course.

Special arrangements are in place for the teaching of Irish, Maltese, Finnish and Swedish as the Other National Language (ONL).

- d) Category III Students Without a Language Section (SWALS) are granted access to their corresponding L1 courses, in so far as the course already exists through the enrolment of category 1 and category 2 pupils.

IV. INFORMATION CONCERNING SCHOOLING

1) FOR ALL NURSERY AND PRIMARY SECTION PUPILS

Pupil's SURNAME and first name :

Language section applied for : Year :

Schools attended by the pupil during the last three school years :

School year	Name of the school/Country	Class
2017/2018
2018/2019
2019/2020

Knowledge of languages (specify the level) :

LANGUAGE	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	

CHOICE OF OPTIONS

a) **Language II** (1st foreign language) : German English French

b) **For IRISH/MALTESE pupils only :**

Irish * as additional subject : Yes No

Maltese* as additional subject : Yes No

* A course chosen may not be abandoned during the school year.

c) **For the FINNISH pupils in the swedish section***:Finnish as additional subject Yes No

For the FINNISH pupils in the finnish section*: Swedish as additional subject Yes No

* A course chosen may not be abandoned during the school year.

d) **Religion*/Ethics classes*** Catholic Jewish Ethics
 Orthodox Protestant

2nd choice if there are too few pupils to organise a course :

* The course will only be created if a teacher is available

e) Pupils requiring specific educational help¹

In order to properly evaluate if and how the school can meet the specific needs of your child please fill out the following questionnaire.

During the last two years did your child have any therapy in the following areas:

- Language or mathematics or attention disorders Yes No

If yes, please specify:

.....
.....
.....

- Motor skill dysfunction Yes No

If yes, please specify:

.....
.....
.....

- Psychological and/or behavior disorders and/or relational disorders with others Yes No

If yes, please specify:

.....
.....
.....

Has he/she received a particular pedagogical support in the classroom or outside? Yes No

If yes, please specify:

.....
.....
.....

Has he/she benefited from an adapted individual educational program? Yes No

If yes, please specify:

.....
.....
.....

Does your child faces:

• Learning difficulties requiring learning support? Yes No

If yes, please specify:

.....
.....
.....

• Language difficulties? Yes No

If yes, please specify:

.....
.....
.....

• Developmental delay? Yes No

If yes, please specify:

.....
.....
.....

¹ See document 2009-D-619-en-3, which can be consulted on the European Schools' website www.eursec.eu

• Hyperactivity? Attention deficit? Yes No

If yes, please specify:

.....
.....
.....

• Psychological and/or behavioral problems? Yes No

If yes, please specify:

.....
.....
.....

• Specific syndrome? Yes No

If yes, please specify:

.....
.....
.....

Auditory or visual disorder? Yes No

If yes, please specify:

.....
.....
.....

• Other problems than those mentioned above? Yes No

If yes, please specify:

.....
.....
.....

Does your child need special assistance during the school day? Yes No

If yes, please specify:

.....
.....
.....

We ask you to attach the assessments in your possession.

If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German following the criteria described below and contact the school management for further information.

Certified “sincere and true”,

Date:..... Signature of the parents/guardians:.....

Criteria for the medical/psychological/psycho-educational/multidisciplinary report

- Be legible, on headed paper, signed and dated
- State the title, name and professional credentials of the expert(s) who has/have undertaken the evaluation and diagnosis of the pupil
- Through medical/psychological/psycho-educational or multidisciplinary report, state specifically the nature of the pupil’s medical and/or psychological needs and the tests or techniques used to arrive at the diagnosis
- Report for learning disorders need to describe the pupil’s strengths and difficulties (cognitive assessment) and their impact on learning (educational evidence) and the tests or techniques used to arrive at the diagnosis.
- Report for medical/psychological issues need to specify the pupil’s medical/psychological needs and their impact on learning (educational evidence).
- All reports need a summary or conclusion and stating the accommodations required as well as where appropriate, recommendations for teaching/learning for the school’s consideration.

- This documentation must be regularly updated and not be more than two years old. In case of permanent and unchanging disability and when the Support Advisory Group agrees, no retesting other than regular updates will be required.
- In order to avoid possible conflict of interests, the expert assessing pupils will be neither an employee of the European School nor a relative of the pupil.
- If not written in one of the working languages, be accompanied by a translation into French, English or German

f) SWALS Pupils

▪ **LANGUAGE SECTION REQUESTED** :

SWALS (Students Without A Language Section) will be enrolled in the English-speaking, French-speaking or German-speaking section.

In that case, please tick the box corresponding to Language 1:

- Bulgarian Croatian Estonian Latvian
 Lithuanian Romanian Slovak Slovene

The school's Directorate reserves the right to require the child to take a language test in order to check what his/her dominant language is and choose the appropriate language section, in the child's best interests.

IV. INFORMATION CONCERNING SCHOOLING

2) FOR ALL SECONDARY SECTION PUPILS

Pupils SURNAME and first name :

Language section applied for :Year:.....

Schools attended by the pupil during the last five school years :

School year	Name of the school/Country	Class
2015/2016
2016/2017
2017/2018
2018/2019
2019/2020

Knowledge of languages (see FAQ document, available on the school website, for your child's language assessment):

LANGUAGE	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	

CHOICE OF OPTIONS

a) Religion*/Ethics classes*:

This course will be taught in LII (in the pupils second language) from the third year of secondary onwards.

- Catholic Jewish Ethics
 Orthodox Protestant

2nd choice (in case there are too few pupils to organise a course) :

*The course wil only be created if a teacher is available

b) Language II (1st foreign language) : German English French

c) For pupils of years 1, 2, 3, 4 and 5: Language III (2nd foreign language)

Choice : English, French, German, Italian, Spanish (+ Irish for Irish pupils and Maltese for Maltese pupils only).

A Language III course normally may only be organised if at least 7 pupils register. Please give a second choice in case the language course wanted cannot be organised.

1st choice :2nd choice

e) For 2nd year pupils only : Latin 2 p. Yes No ⇒ Pupils wishing to choose Latin in the 4th year must have started Latin in the 2nd Year

f) For 3rd year pupils only : ICT 2 p. Latin 2 p.

⇒ It is possible to choose only one of the above options

For pupils of years 4, 5, 6 and 7, please complete the option choice sheet(s).

f) Pupils requiring specific educational help²

In order to properly evaluate if and how the school can meet the specific needs of your child please fill out the following questionnaire.

During the last two years did your child have any therapy in the following areas:

- Language or mathematics or attention disorders Yes No

If yes, please specify:

.....
.....
.....

- Motor skill dysfunction Yes No

If yes, please specify:

.....
.....
.....

- Psychological and/or behavior disorders and/or relational disorders with others Yes No

If yes, please specify:

.....
.....
.....

Has he/she received a particular pedagogical support in the classroom or outside? Yes No

If yes, please specify:

.....
.....
.....

Has he/she benefited from an adapted individual educational program? Yes No

If yes, please specify:

.....
.....
.....

Does your child faces:

• Learning difficulties requiring learning support? Yes No

If yes, please specify:

.....
.....
.....

• Language difficulties? Yes No

If yes, please specify:

.....
.....
.....

• Developmental delay? Yes No

If yes, please specify:

.....
.....
.....

² See document 2009-D-619-en-3, which can be consulted on the European Schools' website www.eursec.eu

• Hyperactivity? Attention deficit?

Yes No

If yes, please specify:

.....
.....
.....

• Psychological and/or behavioral problems?

Yes No

If yes, please specify:

.....
.....
.....

• Specific syndrome?

Yes No

If yes, please specify:

.....
.....
.....

Auditory or visual disorder?

Yes No

If yes, please specify:

.....
.....
.....

• Other problems than those mentioned above?

Yes No

If yes, please specify:

.....
.....
.....

Does your child need special assistance during the school day?

Yes No

If yes, please specify:

.....
.....
.....

We ask you to attach the assessments in your possession.

If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German following the criteria described below and contact the school management for further information.

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- Report for learning disorders need to describe the pupil's strengths and difficulties (cognitive assessment) and their impact on learning (educational evidence) and the tests or techniques used to arrive at the diagnosis.
- Report for medical/psychological issues need to specify the pupil's medical/psychological needs and their impact on learning (educational evidence).
- All reports need a summary or conclusion and stating the accommodations required as well as where appropriate, recommendations for teaching/learning for the school's consideration.

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g) SWALS Pupils

- **LANGUAGE SECTION REQUESTED:**

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In that case, please tick the box corresponding to Language 1:

- Bulgarian Czech Croatian
- Estonian Hungarian Latvian
- Lithuanian Romanian Slovak Slovene

The school's Directorate reserves the right to require the child to take a language test in order to check what his/her dominant language is and choose the appropriate language section, in the child's best interests.

For pupils in the following categories, please complete this sheet:

- Pupils of Irish or Maltese nationalities
- Pupils who are in the Greek section
- Pupils who are of Finnish nationality and are in the Finnish section
- Pupils who are of Finnish nationality but are in the Swedish section

Please complete the appropriate paragraph:

For pupils of Irish or Maltese nationalities:

If they have not chosen Irish or Maltese as a third or a fourth language, pupils of Irish or Maltese nationalities may maintain their study of the Irish/Maltese language as an extra subject if they wish. Please note that the Irish or Maltese lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Irish as an extra subject: Yes
 No

Maltese as an extra subject: Yes
 No

For pupils of Greek nationality in the Greek language section:

Pupils in the Greek language section in years 2, 3, 4 and 5 may study ancient Greek as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Ancient Greek as an extra subject: Yes
 No

For pupils of Finnish nationality who are in the Finnish section:

Pupils of Finnish nationality who are in the Finnish section may study Swedish as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Swedish as an extra subject: Yes
 No

For pupils of Finnish nationality who are in the Swedish section:

Pupils of Finnish nationality who are in the Swedish section may study Finnish as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Finnish as an extra subject: Yes
 No

CONFIRMATION - BESTÄTIGUNG

Category III

**PAYMENT OF SCHOOL FEES AND OTHER SCHOOL COSTS
PAIEMENT DU MINERVAL ET D’AUTRES FRAIS SCOLAIRES
ZAHLUNG VON SCHULGELD UND ANDERER SCHULKOSTEN**

We the undersigned

Nous soussignés

Wir Unterzeichnete

.....

Parents/tutors of the pupil

Parents/tuteurs de l’élève - Eltern oder

Erziehungsberechtigte des Schülers(m/w)

.....

understand that / déclarons avoir pris connaissance que / sind uns bewusst, dass

- all school invoices including fees, insurance costs, baccalaureate examination fees, locker fees and other contribution must be paid within 30 days of the invoice date/
toutes les factures relatives aux minerval, frais d’assurance, frais d’inscription au bac, frais de casiers etc doivent être payés endéans les 30 jours après la date de la facture/
alle Rechnungen betreffend Schulgeld, Versicherungsbeiträge, Einschreibebühren zum Abitur, Schließfächer usw. binnen 30 Tagen nach Rechnungsdatum zu zahlen sind.
- in case of payment being made after the specified date, interest at the legal rate (actually 3%, to be revised annually) will be charged from that date/
en cas d’un retard de paiement, des intérêts légaux (actuellement 3%, revus annuellement) seront ajoutés à compter de la date d’échéance/
im Falle einer verspäteten Zahlung, die gesetzlich vorgesehenen Verzugszinsen (z.Z. 3%, die jährlich angepasst werden) ab Zahlungsdatum erhoben werden.
- 25% of the school fees for the next school year must be paid before its start, at a date specified by the school ; these 25% cannot be reimbursed/
25% du minerval de l’année scolaire à venir doivent être payés avant la rentrée, à la date fixée par l’Ecole ; ces 25% ne sont pas remboursables/
25% des Schulgeldes des nächsten Schuljahres vor dessen Beginn, am von der Schule festgelegten Termin, zu zahlen sind ; diese 25% sind nicht rückzahlbar.
- a delay in payment of school fees (for the new school year or for the actual school year) will result in deleting the pupil from the lists of the school/
un retard de paiement du minerval (de la nouvelle ou de l’actuelle année scolaire) entraînera la radiation de l’élève des listes de l’Ecole/
eine Verspätung bei der Zahlung des Schulgeldes (des neuen oder des aktuellen Schuljahres) die Annullierung der Einschreibung nach sich zieht.

.....
Date/Datum

.....
TWO parents/legal guardian’s signature preceded by handwritten “we agree”
signature des DEUX parents/du tuteur légal précédée des mots manuscrits “d’accord”
Unterschrift der BEIDEN Eltern/des Vormundes mit dem handschriftlichen Vermerk « Einverstanden »

EMPLOYER:

ADDRESS:

Tel :

Fax.: E-mail:

ATTESTATION FOR THE EUROPEAN SCHOOL

I, the undersigned.....Head of the personnel
department ofhereby certify that

Mr/Mrs/Ms.

Private address:
.....

is a member of our staff as (*) :

Staff No :

Date of beginning of contract:

Date of end of contract:

This person receives family and education allowances for the children listed below:

Surname

First name

.....
.....
.....
.....
.....

.....
.....
.....
.....
.....

Stamp of the Employer

Head of Personnel

NAME:.....

Date :

Signature:

(*) For NATO/NSPA staff please indicate whether the person concerned is:

- an international civilian employee under contract to NATO/NSPA
- a seconded civil servant or official with a national salary.

SCHOOL FEES – SCHULGELD – FRAIS DE SCOLARITE

CATEGORIE III

Le Minerval scolaire ainsi que ses modalités de paiement, sont fixés par le Conseil Supérieur des Ecoles Européennes. Lors de l'inscription d'un élève dans une Ecole européenne, les parents de catégorie III s'engagent à payer avant le 15 août un acompte de 25% du minerval et le solde dans le délai fixé par l'Ecole. L'acompte de 25% n'est pas remboursable.

The school fee, as well as the terms of its payment, are fixed by the Board of Governors of the European schools. Parents of category III, who enrol a child, must pay 25% of the school fee before August 15th and its balance within the time period set by the school. This 25% cannot be reimbursed.

Das Schulgeld (=Einschreibungsgebühr) sowie seine Zahlungsbedingungen werden vom Obersten Rat der Europäischen Schulen festgelegt. Bei der Einschreibung eines Schülers müssen die Eltern der Kategorie III sich verpflichten 25% des Schulgeldes bis zum 15. August und den Rest zusammen mit den anderen Kosten bis zu dem von der Schule festgesetzten Termin zu zahlen. Diese 25% des Schulgeldes sind nicht rückzahlbar.

School fee – Minerval* – Schulgeld* 2020/2021*

* does not include the other fees/costs, n'inclut pas les autres frais, enthält nicht die anderen Kosten

Civilian staff / Agents civils / Zivilbeamte / NATO/NSPA *

Maternelle, Nursery cycle, Kindergarten	7.600,12 €
Primaire, Primary cycle, Primärschule	10.450,30 €
Secondaire, Secondary school, Sekundarschule	14.250,38 €

Other category III parents / Autres parents de catégorie III / Andere Kategorie III Eltern *

Maternelle, Nursery cycle, Kindergarten	3.800,06 €
Primaire, Primary cycle, Primärschule	5.225,15 €
Secondaire, Secondary school, Sekundarschule	7.125,19 €

* *Pour les familles ayant plusieurs enfants à l'école, une réduction de 20% est accordée pour le deuxième enfant et 40% pour les enfants suivants.*

* *For families with more children in the European school, 20% discount is granted for the first sibling and 40% for all following siblings.*

* *Für Familien mit mehreren Kindern in der Europäischen Schule werden diese Sätze um 20% für das zweite Kind und um 40% für alle weiteren Kinder gekürzt.*

TABLE OF EQUIVALENCES OF TEACHING LEVELS/YEAR GROUPS

Year	European School	National schools																			
		United Kingdom				Belgium	Denmark	Germany	Greece	Luxembourg	Netherlands	Austria									
		England, Wales Northern Ireland		Scotland								Greece		Austria							
1 ^I	1st	Primary	year 2	2	1ère	1.	1.	1st	1ère	Groep 3	Basisonderwijs	1.	Volks- schule	Primar- Schule							
2	2nd		year 3	3											2ème	2.	2.	2nd	2ème	Groep 4	2.
3	3rd		year 4	4											3ème	3.	3.	3rd	3ème	Groep 5	3.
4	4th		year 5	5											4ème	4.	4.	4th	4ème	Groep 6	4.
5	5th		year 6	6											5ème	5.	5.	5th	5ème	Groep 7	1.
6	1st		year 7	7											6ème	6.	6.	6th	6ème	Groep 8	2.
7	2nd	Secondary	year 8	1	1ère	7.	7.	1st	VII	1ste	School voor V.W.O.	3.	AHS Unterstufe/ Neue Mittelschule	Sekundar- Schule							
8	3rd		year 9	2											2ème	8.	8.	2nd	VI	2de	4.
9	4th		year 10	3											3ème	9.	9.	3rd	V	3de	1.
10	5th		year 11	4											4ème	10.	10.	1st	IV	4de	2.
11	6th		year 12	5											5ème	1.	11.	2nd	III	5de	3.
12	7th		year 13	6											6ème	2.		12.	3rd	II	6de
						Gymnasie- skole / hf	13.		I												

Year	European School	National schools																				
		Italy				Ireland		Spain		France			Portugal		Finland		Sweden					
		Italy		Ireland		Spain		France			Portugal		Finland		Sweden							
1 ^{II}	1st	Primary	1a	Scuola Elementare (Primary)	1st	Primary	1°	Educacion primaria	Cours préparatoire			1°	Ensinho Básico	1° ciclo	1	Comprehensive school	1	Comprehensive school				
2	2nd		2a						2nd	2°	Cours élémentaire 1ère année								2°	2		
3	3rd		3a						3rd	3°	Cours élémentaire 2ème année								3°	3		
4	4th		4a						4th	4°	Cours Moyen 1ère année								4°	4		
5	5th		5a						5th	5°	Cours Moyen 2ème année								5°	5		
6	1st	Secondary	I	Scuola Media (Lower Secondary)	6th	Junior Certificate	6°	Educación secundaria obligatoria	VIème			Enseignement secondaire	1er cycle	2° ciclo	6	Comprehensive school	6	Comprehensive school				
7	2nd		II						1st	1°	Vème								7°	7		
8	3rd		III						2nd	2°	IVème								8°	8		
9	4th		IV						3rd	3°	IIIème								9°	9		
10	5th		V						4th Transition	4°	Seconde								10°	1		
11	6th		I						5th	1°	Première								11°	2		
12	7th	II	6th	2°	Terminale			12°	3													
		III	Liceo Classico	Liceo Scientifico	Senior Certificate	Bachillerato				2ème cycle	Ensinho Secundario	3° ciclo	Upper secondary	Upper Secondary								

European School		National schools															
		Czech Republic			Cyprus		Estonia		Hungary			Latvia					
1 st	1 st	Primary	1	Základní vzdělávání 1. stupeň základní školy / BASIC SCHOOL (primary)	1 st	Primary	1 st	Põhikool	I aste	1.	Általános iskola (Primary school)	Ált. isk. (Pr. sch.)	Ált. isk. (Primary sch.)	1 st	Pirmā posma pamatizglītība (First stage basic education)		
2	2 nd		2		2		2.										
3	3 rd		3		3		3.										
4	4 th		4		4		4.										
5	5 th		5		5		5.										
6	1 st	6	6	6.													
7	2 nd	7	7	7.													
8	3 rd	8	8	8. Certific.													
9	4 th	Secondary	9	Základní vzdělávání 2. stupeň základní školy / BASIC SCHOOL (lower secondary)	3 rd	Lower Secondary (Gymnasium)	9	Gimnazijskums	III aste	9. (I)	Középiskola (Secondary school)	Középiskola (Secondary school)	Középiskola (Secondary school)	8	Otrā posma pamatizglītība (Second stage basic education)		
10	5 th		1		1 st		10		Gimnazijskums	Gimnazijskums				10. (II)		10. (II)	10
11	6 th		2		2 nd		11							11. (III)	11. (III)	11	
12	7 th		3		3 rd		12							12. (IV.) Certific.	12. (IV.) Certific.	12	
		4															

European School		National schools											
		Lithuania			Malta		Poland		Slovak Republic		Slovenia		
1 st	1 st	Primary	1 st ^{yr}	Pradinė mokykla (primary)	Yr 2	PRIMARY	1	Szkoła podstawowa (PRIMARY)	1	Primary 1st degree	1	9-letna osnovna šola (Primary)	
2	2 nd		2 nd		Yr 3		2		2				
3	3 rd		3 rd		Yr 4		3		3				
4	4 th		4 th		Yr 5		4		4				
5	5 th		5 th		Yr 6		5		5				
6	1 st	Secondary	6 th	Pagrindinė mokykla (Lower secondary)	Form I	LOWER SECONDARY	6	Gimnazjum (LOWER SECONDARY)	6	Primary 2nd degree Secondary	6		
7	2 nd		7 th		Form II		7		7				
8	3 rd		8 th		Form III		8		8				
9	4 th		9 th		Form IV		9		9				
10	5 th	Secondary	10 th	Vidurinė mokykla (Upper secondary)	Form V	GENERAL UPPER SECONDARY	1	Liceum (UPPER SECONDARY)	1	Primary 2nd degree Secondary	1		Gimnazija
11	6 th		11 th		1 st Yr		2		2				
12	7 th		12 th		2 nd Yr		3		3				

	European School	National schools									
		Romania				Bulgaria		Croatia			
1 ^{viii}	1st	Primary	1st	Compulsory education (învățământ obligatoriu)	Primary education	Primary school (Învățământ primar)		1st	Primary	1st ^x	Osnovna škola (Primary education)
2	2nd		2nd					2nd			
3	3rd		3rd					3rd			
4	4th		4th					4th			
5	5th		5th					5th			
6	1st	Secondary	6th	Lower secondary Education (Învățământ secundar inferior)	Gymnasium (Gimnaziu)		5th	Lower secondary	6th		
7	2nd		7th				6th				
8	3rd		8th				7th				
9	4th		9th				8th				
10	5th		10th		High school -lower cycle- (liceu – ciclul inferior)	Vocational education – Arts and Trades School (învățământ profesional - Școala de arte și meserii)	9th	Upper -secondary	1st	Gimnazija -opća, jezična, klasična, prirodoslovno- matematička, prirodoslovna (Secondary education)	
									2nd		
									3rd		
11	6th		11th		High school -upper cycle- (liceu – ciclul superior) ^{ix}	Vocational – education Completion year (învățământ profesional - An de complete)	11th		4th		
12	7th		12th						Technical education - High school -upper cycle- (liceu – ciclul superior)	12th	
			13th								

ⁱ First year starts at age of 6

ⁱⁱ First year starts at age of 6

ⁱⁱⁱ First year starts at the age of 6

^{iv} **Estonia:** The legislation stipulates 7 as the age at which children must start compulsory schooling

^v **Latvia:** The legislation stipulates that part of nursery is compulsory education, 7 is the age at which children must start compulsory basic education.

^{vi} First year starts at the age of 6

^{vii} **Lithuania:** The legislation stipulates 7 as the age at which children must start compulsory schooling. The legislation provides for starting compulsory schooling at the age of 6. The usual practice, however, is for children to start primary school at 7 years of age.

^{viii} First year starts at age of 6

^{ix} High school is including also technical education.

Romania The legislation stipulates 6 as the age of at which children start compulsory education, with the possibility for the parents to postpone the beginning of 1st grade with one year. The last 2 years of compulsory education (grades 9 and 10) can be followed either in high school (lower cycle of high school) or in arts and trades school (vocational education). Graduates of arts and trades schools can continue their studies in a completion year at the end of which they have the right to enter the upper cycle of high school. At the end of high school, the graduates of both paths (4 years direct path or 5 years progressive path) may participate in the baccalaureate exam.

^X **Croatia**: The legislation stipulates 7 as age at which children must start compulsory education (primary education). The legislation provides for starting compulsory education at age of 6. The usual practice is for children to start primary education at 7 years of age.